



Alaska Army National Guard
Active Guard Reserve (AGR)
Position Announcement #
AKARNG 17-35



<https://dmva.alaska.gov/employment/>

POSITION TITLE: BATTALION S4	MOS: 11A	OPEN DATE: 2 MARCH 2017	CLOSE DATE: 17 MARCH 2017
UNIT OF ACTIVITY/DUTY LOCATION: HHC 1-297th IN BN, JBER, AK 99505			GRADE REQUIREMENT: Minimum: E4 Maximum: O3
SELECTING SUPERVISOR: CPT HOTCH-HILL	PARA/LINE # 108/01	PHYSICAL PROFILE: PULHES- 111111	

AREAS OF CONSIDERATION

Zone 1 On-Board AKARNG AGRs (ANY MOS) *(Must have held current position for minimum of 18 months)*

Unless GMD or CST (Must have served three years commitment)

Zone 2 Alaska Army National Guard Member (Any MOS/AOC)

Zone 3 Alaska Army and Air National Guard Members (Any MOS/AOC/AFSC)

Zone 4 Nationwide military members eligible for membership in the AKARNG (Any MOS/AOC/AFSC)

MAJOR DUTIES MAY INCLUDE

S4 of the 1-297th Infantry Battalion consisting of approximately 522 Soldiers in 15 detachments spread out over 1200 miles. Responsible for carrying out the commander's plans and programs for the accomplishment of supply, services, transportation, maintenance, and facilities. Researches, drafts and publishes Standard Operating Procedures (SOP) for supply, maintenance, transportation, food services, and other items directed by the commander. Responsible for oversight of the Battalion's property book and oversees the Battalion's maintenance and food service operations. Directly supervise one Senior Noncommissioned Officer, and has oversight of five Supply NCOs and on all company supply operations. Monitors the Battalion's equipment excess and shortages, and manages the Command Supply Discipline Program (CSDP) for the battalion. Oversees logistical area of the Unit Status Report to ensure correct data input for both equipment status and equipment readiness. Advise the commander, XO, and all subordinate commanders on budget, supply, and maintenance issues.

Additional AGR responsibilities will include oversight of the AGR Battalion S1 section. Develops, implements and evaluates the personnel and administrative policies for the battalion. Develops command level guidance and oversees the implementation of the enlisted promotion management system. Responsible for planning and coordinating health service support for the command. Executes command level inspections in the area of personnel and administration. Reviews, analyzes, and provides recommendations relative to force structure changes to determine the impact on personnel authorizations.

Commissioning Opportunity

INITIAL ELIGIBILITY CRITERIA

SECURITY CLEARANCE - Secret (eligible to obtain)

Must be willing to reside in (relocate to) and work in JBER, Alaska commuting area for 3 year tour.

Soldiers applying for State or Federal OCS must meet the requirements of established State policy

Must meet the medical fitness standards for retention per AR 40-501, chapter 3

Lieutenant or captain, with less than 5 years, time in grade must have completed an Officer Basic Course.

Must not have failed selection for promotion on latest consideration by a mandatory board.

Must be willing to reside in (relocate to) and work Anchorage, Alaska commuting area for 3 year tour
If selected for this position Approval of Exceptional Family Member Program (EFMP) & Command Sponsorship required

PREFERED QUALIFICATIONS

Unit Movement Officer qualified, Air Load Planner qualified, Physical Security Inspector

Pathfinder/Air Assault

Experience with CSDP and CLRT-X

Experience with GCSS-Army

Experience with S1 digital systems (RCAS, SIBX, iPERMS)

CPTs should be pre command

SPECIAL ANNOUNCEMENT CRITERIA

Upon selection additional medical verification will be required prior to start of AGR tour
Continuation beyond initial 3-years tour will be subject to evaluation based on AGR Sub tour Continuation Board
Must complete required MOSQ within one year of assignment
CST, GMD, and outlying region assignments only. There is a three year mandatory active service obligations for accepting a position at these locations and it must be completed while on active status.

INSTRUCTIONS FOR APPLICANTS

Must be or be eligible to become a member of the Alaska Army National Guard	Must not be under a current suspension of favorable personnel actions	Must not be a candidate for an elective office, hold a civil office, or are engaged in partisan political activities
Applicants not currently serving on an AGR Tour must be able to serve at least 3 years in the AGR program prior to completing 18 years Active Federal Service (AFS) (any combination of Active Duty, Active Duty Special Work, Annual Training, and/or AGR program for a total of 18 years), or the date of mandatory removal	Individuals who voluntarily resign from the AGR program in lieu of mandatory or involuntary separation action are not eligible to reenter the program without and NGB waiver	If a selectee does not possess the advertised MOS, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee
Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities	Applicants who voluntarily separated/resign from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation	An applicant's military grade cannot exceed the maximum military authorized grade on the UMR for the AGR position. Acceptance of demotion must be in writing and included in the assignment application package. <u>Application Package will not be forwarded without statement</u>
Must be able to complete at least 10 years of continuous service in an AGR status prior to Mandatory Removal Date	Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program without an approved waiver (if applicable)	

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to ng.ak.akarng.mbx.hro-agr@mail.mil Hard copy applications will **NOT** be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated. **Applications received with an unsigned NGB 34-1 will not be forwarded for consideration.** Complete applications must be received in HRO-AGR office **no later than 1600 of the closing date.** Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for but the **complete application package must include all documents listed below.** *Items 2-10 are required by the Human Resource Office to determine qualifications.* If the requested documents are not submitted, a letter of explanation must be included. **Incomplete packages will not be considered for the position vacancy.**

Packet must be in the following order:

- Resume (Please include personal and military emails)
- NGB Form 34-1 dated Nov 2013 (Application for AGR Position) link: <http://dmva.alaska.gov/employment.htm>
- Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- Letters of recommend. Officer Evaluation Report (OER) or/ Noncommissioned Officer Evaluation Report (NCOER) as required by the position announcement
- Certified Officer Record Brief (ORB)/Enlisted Record Brief (ERB) as appropriate
- Statement of all active service performed. The following documents are acceptable-
(a) Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement History Statement)). For other services, equivalent retirement points statement.
(b) Certificate of Release OR Discharge (DD Form 214, DD Form 220(s) and any accompanying DD Form 215(s) if applicable).
- DD 1506 (Statement of Service)
- DA Photograph military uniform taken within the last 24 months is required. DA Photographs are valid for five years.
- Transcripts must have 90 semester credit hours or more
- Proof of GT score 110 or higher; ASVAB scores
- Certificate of Eligibility if applicable

EMAILING REQUIREMENTS: Ensure all requirements are consolidated into **ONE** single PDF

PDF File Name should be: Position Announcement Number, Last name, First name, Grade **Example: AKARNG 16-52 Doe, Jane E1**

Email Subject should be: Position Announcement Number **Example: AKARNG 16-52**

Email Application Package to ng.ak.akarng.mbx.hro-agr@mail.mil

Applications sent through the AMRDEC Safe <https://safe.amrdec.army.mil/safe/> will no longer be accepted

QUESTIONS: To verify receipt of application, you may call

(907)-428-6457 (DSN 317-384-4457)

(907) 428-6455 (DSN 317-384-4455)

(907)-428-6472 (DSN 317-384-4472)

(907)-428-6458 (DSN 317-384-4458)

Federal law prohibits the use of government postage for submission of applications.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board. Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer (HRO) approves the selection package, the HRO office will send a notification letter to all applicants of their selection/non-selection. The selection of an applicant is not final until the individual has been notified by the HRO-AGR. After the selecting supervisor makes a selection, the “routing” of the selection package begins and ends with HRO.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.